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Approved by [initials]

21 June 1954

Memorandum for: Assistant Director/Personnel

The following paragraph is quoted from the report (No. 1541) of the Senate Committee on Appropriations on the State Department appropriation:

"Members of this committee who have conducted field inspections of the Department's activities abroad have reported that in recent staff adjustments, due to a reduction in force, the balance between officer and secretarial staff has been adversely affected by the release of too many clerical and secretarial personnel. The Department should review its policy in this regard and take steps to rectify the deficiency."

(Signed)

Walter L. Pforzheimer
Legislative Counsel

OGC:WLP/blc
Orig. - Addressee
1 - Inspector General
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1 - DDP/Admin.
2 - Signer

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